

**TOWN OF CRESTED BUTTE
SERVICE GRANT REQUEST CRITERIA**

Requests for funding from the Town of Crested Butte shall be submitted to the Finance Director at the beginning of the budget process for funds from the following fiscal year. A notice will be placed in the local paper listing the deadline for grant request each year.

Each grant request should include the following:

- 1) Organization Information Form (attached)
- 2) Grant Request Form (attached)
- 3) Organization Budget and Project Budget (if request is for general operations only the overall organization budget is needed)

Grant Request Form Instructions:

Purpose of Proposal—A clear, concise statement of reason for the request. If for a specific project, list project's goals and objectives.

Project Description—List the specific project activities to take place. If request is for general operations, simply state "general operations".

Benefits to Town Residents—List type of benefits (i.e. sports, cultural etc) directly to Town of Crested Butte residents including who benefits (i.e. adults, children) and number of Town residents that use/participate or are affected by the program.

**TOWN OF CRESTED BUTTE
SERVICE GRANT REQUEST
ORGANIZATION INFORMATION**

ORGANIZATION

NAME:_____

MAILING ADDRESS:_____

EXECUTIVE DIRECTOR:_____

CONTACT PERSON:_____

PHONE:_____ **FAX:**_____ **EMAIL:**_____

TYPE OF ORGANIZATION (i.e. Arts, Educational, Civic, Tourism etc)

PURPOSE OF

ORGANIZATION:_____

**ORGANIZATIONAL STRUCTURE (i.e. 501C3, Colorado Non-Profit,
Corporation, Individual etc.)**

If Non-Profit please include evidence of current non-profit status.

HOW MANY YEARS IN OPERATION:_____

TOTAL ANNUAL BUDGET:_____

HOW MANY EMPLOYEES DO YOU HAVE:

YEAR-ROUND:_____ **PART-TIME/SEASONAL:**_____

**TOWN OF CRESTED BUTTE
SERVICE GRANT REQUEST**

NAME OF ORGANIZATION:_____

AMOUNT OF REQUEST:_____

PURPOSE OF PROPOSAL:_____

DESCRIPTION OF PROJECT:_____

BENEFITS TO TOWN OF CRESTED BUTTE RESIDENTS:_____

ATTACH ORGANIZATION BUDGET AND PROJECT BUDGET